



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

## SDLF Gold-Level of Governance



President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

**MINUTES OF THE REGULAR MEETING  
OF THE INTERNAL OPERATIONS COMMITTEE  
OF THE TOWN OF DISCOVERY BAY  
Wednesday, August 7, 2019  
STANDING INTERNAL OPERATIONS COMMITTEE REGULAR MEETING  
4:30 P.M. – 5:30 P.M.  
Community Center  
1601 Discovery Bay Boulevard, Discovery Bay, California  
Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

**Internal Operations Committee Members**

*Chair Robert Leete  
Vice-Chair Kevin Graves*

- A. ROLL CALL**
1. Call business meeting to order 4:30 p.m. – By Chair Leete.
  2. Roll Call – All Present.
- B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**
- None.
- C. DRAFT MINUTES TO BE APPROVED**
1. June 5, 2019 Internal Operations Committee DRAFT meeting minutes – Approved.
- D. DISCUSSION ITEMS**
1. Discussion Regarding the Electronic Message Board.  
General Manager Davies – Provided an update regarding the Electronic Message Board. There was discussion regarding the service with Verizon, types of wireless settings, and details regarding message board usage.
  2. Discussion Regarding Breathing Protection for Workers Exposed to Wildfire Smoke.  
General Manager Davies – Provided the details regarding breathing protection for workers exposed to wildfire smoke. There was discussion regarding training for the use of breathing protection masks.
  3. Discussion Regarding Water-Shut Off Law Effective February 1, 2020.  
General Manager Davies – Provided the details regarding the water-shut off law related to safe drinking water, shut-off water (minimum of 60 days late). There was discussion regarding a current policy, practice for water shut-offs, aid programs, and AQUA membership. The discussion continued regarding several sections of the water shut-off law and the number of shut-offs per year.
- E. FUTURE DISCUSSION/AGENDA ITEMS**
- None.
- F. ADJOURNMENT**
1. The meeting adjourned at 4:46 p.m. to the next Standing Internal Operations Committee meeting at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 08-13-19  
<http://www.todb.ca.gov/agendas-minutes>